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Chief, Administrative Staff, GFR

13 November 1956

Chief, Materials Division

Records Control Schedule No. 22-55.

1. During the period 1 July to 30 September the following material was removed from the office file of the Materials Division Office and either forwarded to storage or destroyed:

a. Approximately 3 feet of draft copies of Branch projects were removed from Item No. 475, Division Production Files and destroyed.

b. Approximately 2 feet of published copies of D/M Branch reports were removed from Item No. 475, Division Production Files and sent to storage.

2. The removal of this body of material largely eliminates Item No. 475 of the Records Control Schedule and reflects this office's policy to no longer maintain a Division Production File.

25X1A9a

Distributions:

0 & 1 - St/A

1 - D/M

1 - Chrono

25X1A9a

D/M/RR: [REDACTED] smif/3011 (13 Nov 56)

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